

***This document is a draft Scope of Services for a future solicitation
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This is not an advertisement.***

Miami-Dade County, Florida

EPPRFP-00274

SCOPE OF SERVICES

1.1 Introduction/Background

Miami-Dade County, herein referred to as County, as represented by the Miami-Dade Police Department (MDPD), is soliciting proposals from an experienced and qualified Proposer to conduct an external audit, and if necessary, recommend revisions to the MDPD Deadly Force policy, the purpose is to ensure that MDPD implements best practices as it relates to the use of deadly force and ensure that none of its current policies and procedures go against acceptable norms in the law enforcement community.

The County is a vibrant, multicultural community of more than 2.5 million residents and hosts more than 12 million visitors each year. The County provides law enforcement and public safety services consistent with the needs of the community. Such services are directed toward creating and maintaining an environment that is safe, and as free of crime and disorder as legal, ethical and resource constraints permit. MDPD is charged with the task of promoting a safe, secure, crime free environment along with maintaining order and providing for the safe and expeditious flow of traffic. In order to accomplish this formidable task, it utilizes the services of approximately 2,900 sworn officers and 1,700 support personnel.

In light of the number of deadly force incidents involving law enforcement and the public around the country and within Miami-Dade County, the MDPD feels it is essential to review and if necessary, revise its Use of Force policy as it relates to Deadly Force. During the previous three years (2012-May 2015), MDPD employees utilized Deadly Force an average of 23 times each year. Each of the incidents involved situations in which MDPD officers "purposely pulled the trigger of their firearm" during encounters with a subject. Given the events surrounding police-involved deadly force encounters occurring across the United States and the subsequent questioning of police tactics being utilized, MDPD feels that it is imperative that its deadly force policy be audited. Additionally, recommendations for specific training will be offered based on a review of previous Deadly Force incidents, which will allow MDPD to better train its staff in the appropriate use of force to take during specific violent encounters.

The specific purpose of this audit will be:

1. Review the MDPD Departmental Manual as it relates to use of Deadly Force.
2. Review training specific to force that MDPD staff receives.
3. Review discipline resulting from deadly force cases reviewed.
4. Review of Professional Compliance Bureau files related to Deadly Force.
5. Establish a working group for the study and conduct interviews with officers involved in Deadly Force incidents during the past three years.
6. Report findings, make recommendations, and issue a formal report.

1.2 Work Advisory Group

The selected Proposer should establish of work advisory group of current MDPD personnel that will serve as internal experts to answer questions and provide feedback as necessary by the researcher. MDPD must pre-approve any MDPD personnel selected to be a member of the work advisory group. The work advisory group will be used to discuss ideas, problems, and direction as the project progresses. It is anticipated that meetings will be held every other month or when necessary. The selected Proposer will conduct briefings with MDPD Command Staff after each major phase of the study and discuss the need for additional review or direction as needed.

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1.3 Services and Deliverables

1.3.1: Review of Deadly Force Policy

A. Services and Task

Review and analyze the current MDPD Departmental Manual as it relates to use of deadly force by firearms. This task will include establishing thorough understanding of the policy and making sure the language is sufficient to provide police officers with an understanding of what is expected of them, the rules and regulations regarding the use of deadly force, and make sure the manual covers the necessary areas of the use of deadly force. The goal is to suggest a comprehensive policy that is legally sufficient. The review will include a comparison of other policies that have been approved by the U.S. Department of Justice from agencies that have been involved in Consent Decrees.

B. Deliverable

A written report to include comments on the current MDPD policy contained within the Departmental Manual and suggestions for change. Upon review, MDPD shall provide Acceptance of the Deliverable.

1.3.2: Review of Deadly Force Training

A. Services and Task

Review MDPD training procedures for officers involving use of deadly force by firearm encounters. This includes observing the live training and discuss any shortcomings with the trainers and academy staff and review all lesson plans and curricula. The selected Proposer will attend academy classes as well as in-service classes on the use of firearms and firearms decision-making. The selected Proposer will discuss the training with those who provide the training as well as with their supervisors.

B. Deliverable

A written report to include comments on the training, curricula, and lesson plans, as well as suggestions for changes. This report will be presented to MDPD Command Staff and designees at an agreed upon day and time. Upon review, MDPD shall provide Acceptance of the Deliverable.

1.3.3: Review of Deadly Force by Firearm Case Files

A. Services and Task

Review MDPD relevant policies and procedures, organize the data, conduct statistical analysis, review disciplinary action related to use of deadly force by firearm, and review Professional Compliance (PCB) and Homicide Bureaus' files involving MDPD use of deadly force by firearm incidents. This activity will include a review of the incident files and a compilation of the quantitative and qualitative data available. The data should be analyzed for thoroughness, content, appropriateness of questions, interrogations, and how these files should be used. The selected Proposer will interview MDPD investigators and their supervisors. Any shortcomings in the process(es) will be discussed with PCB staff and investigators. MDPD must pre-approve any MDPD personnel selected for interview.

B. Deliverable

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A written report to include comments on the policy and suggestions for change. The report will be presented to MDPD Command Staff and designees at an agreed upon day and time. Upon review, MDPD shall provide Acceptance of the Deliverable.

1.3.4: MDPD Police Officer Interviews

A. Services and Task

Conduct interviews with MDPD police officers involved in use of deadly force by firearm incidents who have been pre-approved by MDPD to participate in the interviewing portion of the review and who are willing to provide input regarding their specific incidents. This will require advice and support from the Dade County Police Benevolent Association (PBA). The interviews will cover the police officers' recollection of their encounters, perceptions, distortions and reactions. Additionally, officers will be asked about MDPD's response to their needs as police officers involved in the discharge of a firearm. They will be asked about the sufficiency or lack of policy, training, supervision and accountability. The police officer will be guaranteed anonymity and no information shall be linked to an individual. All information will be reported in the aggregate.

B. Deliverable

A written report to include comments on the policy and suggestions for changes. This report will be presented to MDPD Command Staff and designees at an agreed upon day and time. Upon review, MDPD shall provide Acceptance of the Deliverable.

1.4 Comprehensive Reporting Deliverables

1.4.1 Draft Report:

At the conclusion of the review / audit, the selected Proposer shall provide MDPD with a comprehensive Draft Report which will include information from all Deliverables list above and recommendations for policy revision and training improvements. Upon Submission of the Draft Report MDPD Command Staff and designees will review and advise the selected Proposer of any concerns and/or questions regarding the Draft Report that may require review or revision. Once all concerns have been adequately addressed, the MDPD shall provide Acceptance of the Draft Report.

1.4.2 Final Report:

The selected Proposer shall conduct a final review of the Draft Report and shall provide an electronic copy and a hard copy of the Final Report, including all revision, to MDPD. Upon review, MDPD shall provide Acceptance of the Final Report.

1.5 Additional Optional Services

The County may, in its sole discretion, request that the selected Proposer provide additional optional services which are related to, but not included in the services outlined above. Such services may include, but are not limited to additional and/or follow-up Audit / Review projects and deliverables in the form of Reports and Presentations